

11, Natham Thidal
Mela Subrayapuram,
Thirunallar -609607
Karaikal.
Mob.no : +91 8973315572

Nationality : Indian

OBJECTIVE

Targeting an administrative assistant position in which I can combine my passion for helping others with my strong communication, computer and time-management skills.

PROFESSIONAL EXPERIENCE

- **18th July 2017 to May 2018 – French Teacher – Ecole Elementaire de Karaikal , Karaikal (Pondicherry), full time**

ACADEMIC QUALIFICATION

- 2018 **Diplôme d'étude en langue française (DELF) A2 at Chennai**
- 2014-2017 **Bachelor of Arts (Political Science), Annamalai University**
- 2009-2011 **DMLT, French Memorial Institute of Medical Technology, Karaikal**
- 2014 **Higher Secondary- Private**
- 2009 **Brevet, Collège D'Enseignement Secondaire, Karaikal**

TECHNICAL QUALIFICATION

- 2008 **DCA (Diploma in Computer Application) - MS (Word, Excel, Power Point)**

CO-CURRICULAR ACTIVITIES

- Participated in the 20th Congress Of Biomedical Laboratory Science conducted at Jubilee Hall, Saint Joseph College, Tiruchirapalli, Tamil Nadu.
- Participated in National Level Seminar for French Teachers "Developing Higher Order Teaching Skills in FLE classroom" at Christ (Deemed to be University), Bangalore.

LANGUAGE KNOWN

- French – read , write & speak
- English – read , write & speak
- Tamil - read & speak

HOBBIES

Internet Surfing
Travelling
Listening to music
Glass painting